AGREEMENT

between

THE BREWSTER CENTRAL SCHOOL DISTRICT

BOARD of EDUCATION

and

THE ADMINISTRATORS ASSOCIATION of BREWSTER

JULY 1, 2026 - JUNE 30, 2031

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BREWSTER COLLECTIVE BARGAINING AGREEMENT

ADMINISTRATORS' ASSOCIATION OF BREWSTER

and

BREWSTER CENTRAL SCHOOL DISTRICT

PREAMBLE

This is a collective bargaining agreement between the Administrators Association of Brewster ("Association") and the Brewster Central School District ("District") setting forth the terms and conditions of employment of the members of the Unit recognized by the Board of Education.

ARTICLE I - Recognition

The District has recognized the Administrators Association of Brewster as the exclusive bargaining agent for all certified administrators of the Brewster Central School District with the exception of the Superintendent and Assistant Superintendents.

ARTICLE II - Savings Clause

If a provision of this Agreement is or shall at any time be judged contrary to law in a court of competent jurisdiction or by an appropriate agency of the State, then such provision shall not be applicable or performed or enforced except to the extent permitted by law. However, all other provisions of this agreement will continue in full force and effect.

ARTICLE III - Association Rights

A. The Association shall have the right to use school buildings without cost at

reasonable times subject to approval of the Superintendent of Schools.

B. The District will provide one copy of this contract to each member of the Association.

C. The District will consult with members of the Association concerning the process of negotiations with other recognized units as needed, and require their services at the bargaining table on a consultation basis. Participation will not be construed as a bar to participation in this Unit.

D. The District agrees to deduct from the salaries of all present and future members of the Association such dues and related assessments as certified by the Association. Each member of the Association shall authorize these deductions in writing and shall expressly relieve the District and all of its officers of any liability for the money deducted and transmitted to the Association in accordance with the provision. This authority will be continuous while the member is employed by the District. All other currently authorized deductions shall continue.

E. Members of the Association shall be paid by check on a bi-weekly basis. The payroll check shall state gross earnings, deductions and net pay.

F. The Association President and/or designee will have the right to meet with the Superintendent at mutually agreeable times regarding matters involving this collective bargaining agreement or other matters of Association concern.

G. The Unit may use up to three (3) days in total for union business annually.

ARTICLE IV - Grievance Procedure

A grievance shall be any claim by an administrator or group of administrators that the District has violated the terms of this collective bargaining agreement.

Step 1 - If an administrator is not able to resolve a grievance after discussing it with the assigned supervisor, the administrator may submit it to the Superintendent in writing either directly or through the Association. No grievance will be entertained and all grievances will be deemed waived unless filed within a period of thirty (30) calendar days from the date when the act upon which the grievance is based occurred, or within thirty (30) calendar days of the aggrieved members' knowledge, whichever is greater. The Superintendent shall confer with the grievant. The Association will have the right to be present at any such meeting if the administrator involved

so requests.

The Superintendent will hold this first step meeting no later than ten (10) calendar days after it has been received unless there is a hearing and, in that case, no later than ten (10) calendar days after the hearing. The decision shall be issued no later than ten (10) calendar days after the meeting.

Step 2 - Binding Arbitration. Within thirty (30) calendar days after receiving the decision of the Superintendent, the Association may elect to proceed to binding arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association. The costs of any arbitration will be shared equally between the parties.

RULES AND PROCEDURES

1. The Superintendent and the Association agree to facilitate any investigation which may be required and to make available any and all non-privileged material and documents, communications and records at the request of the other party.

2. The grievant may call witnesses on his own behalf and the Superintendent shall make available such witnesses who are in the employ of the District.

3. No interference, coercion, restraint, discrimination or reprisal of any kind will be taken by the Superintendent, any member of the Board of Education, or any member of the Administration against the grievant, any party in interest, any representative or any other person by reason of the grievance or participation in processing of grievance. Nor will the Association take any action against any member who amicably resolves a grievance with the Administration.

4. The Superintendent will be responsible for accumulating and maintaining grievance files which will consist of written communications relevant to the grievance. This file shall be available for copying by the grievant or the Association, but it shall not be deemed a public record.

5. Nothing in this procedure shall be construed as limiting the right of any administrator having a grievance to discuss the matter informally with an appropriate member of the Administration, or have the grievance informally adjusted without the intervention of the Association, provided the suggested adjustment is not inconsistent with the terms of this Agreement. The Association shall be given the opportunity to be present at any such adjustment and to state its views before the adjustment becomes final. Any grievance that is adjusted without

formal determination pursuant to this procedure shall not create a precedent binding either of the parties to this agreement.

6. The existence of this procedure shall not be deemed to: (a) require any administrator to pursue the remedies herein provided, except as may be required by law; (b) impair or limit the right of the administrator to pursue the remedies herein provided, except as may be required by law; and (c) impair or limit the right of the administrator to pursue any other legal or appropriate remedies to the extent permitted at law.

7. The grievant may choose any representative desirable provided, however, that no representative may appear in this grievance procedure who is not a representative of the Association.

8. Time limits contained herein shall be construed to be the maximum limits available but the parties mutually agree to proceed as rapidly and expeditiously as possible in the processing of grievances. Time limits may be extended only by mutual agreement.

9. Failure at any step to communicate a decision to the grievant and the Association within the time limits shall permit an immediate appeal to the next step.

ARTICLE V - PHYSICAL ASSAULT

If an administrator is physically assaulted in the course of employment and the incident results in lost time to the administrator, the administrator shall be paid in full until such time as disability insurance, Workers' Compensation or other programs sponsored by the District begins payment whereupon the administrator's salary shall be diminished only by the amount required by Workers' Compensation, disability or other programs sponsored by the District.

ARTICLE VI - ADMINISTRATIVE OPPORTUNITIES

An administrative vacancy is defined as a position vacancy which occurs in the unit or any other position described as administrative in the District's table of organization.

a. Vacancies - The District shall announce vacancies in the following manner:

1. Written notification of administrative vacancies to the President of the Association.

2. Notification to all members of the Unit by posting the vacancy that exists, the qualifications and requirements of the position and the deadline for the filing of the application. Administrators shall have no less than ten (10) calendar days to apply for any such position.

b. Any administrator may tender their resignation by providing the Board of Education with written notice of such resignation. The resignation will become effective a minimum of thirty (30) calendar days from the date of the receipt by the District unless the administrator and the District agree to a different time frame.

ARTICLE VII - PROFESSIONAL IMPROVEMENT

Administrators may attend, upon approval of the Superintendent, conferences and conventions. All requests shall be made in writing at least ten (10) calendar days prior to the conference or convention. Conference requests will be paid to the amount authorized by the District. Current practice with regard to unpaid, partially paid and fully paid conferences shall continue.

The District shall reimburse expenses paid for authorized conferences upon receipt of vouchers demonstrating payment.

ARTICLE VIII - AUTHORIZED ABSENCES

A. Sick Leave - Each administrator shall be allowed fifteen (15) sick days each contract year with full pay. Administrators hired before July 1, 2021 will be entitled to thirty (30) days after twenty (20) years of service in education, five (5) of which must be in the District. Sick leave may be accumulated to a maximum of two hundred forty (240) days. The District will give consideration to a request for additional sick leave beyond the time accumulated for an administrator whose illness requires the administrator's absence beyond the accumulation. For illness in the immediate family involving a relative living in the household of the administrator, sick leave may be granted, but in no event shall such leave exceed five (5) days in any one year.

B. Unused Accumulated Sick Leave - Administrators hired prior to July 1, 2012 who retire from the District will be entitled to be compensated for fifty percent (50%) of accumulated

unused sick leave, up to a maximum of 240 days; calculated at 1/240th of the administrator's annual contracted salary. Administrators hired on or after July 1, 2012 but prior to July 1, 2026, who retire from the District will be entitled to be compensated for fifty percent (50%) of accumulated unused sick leave, up to a maximum of 180 days. For those administrators hired on or after July 1, 2026, who retire from the District will be entitled to be compensated for up to a maximum of 180 days, paid out at the rate of $150.00 per day no later than 30 days after the effective date of retirement. The accumulated unused sick leave shall be paid to a 403(b) non-elective employer contribution plan.

The retiring administrator is to give the Superintendent written notice of his/her intent to retire (with selected plan) no later than: (1) September 30th if the administrator plans to retire between June 30th and August 31st; or (2) one calendar year in advance of the intended retirement date if the administrator intends to retire at any other point in the school year. In the event of exceptional circumstances, a unit member can request that the Superintendent or his/her designee waive the notice requirements. In recognition of the value of uninterrupted services in terms of both administrative effectiveness and monetary savings, the District has provided three plan options as outlined below.

The administrator hired prior to July 1, 2026, may select one of the following three plans:

Plan A: Upon three (3) years' advance written notice an administrator will be paid one-half (1/2) of unused accumulated sick leave in accordance with this section. The Employer Non-elective Contribution will be distributed as follows: the value of 30% of such days, not to exceed thirty-six (36) days (twenty seven [27] days for those hired on or after July 1, 2012 but prior to July 1, 2026), shall be deposited to the 403(b) account of the administrator no later than December 31st in each of the final three school years of employment, in accordance with the limits prescribed by Section 415 of the Internal Revenue Code; and the value of 10% of such days, not to exceed twelve (12) days (nine [9] days for those hired on or after July 1, 2012 but prior to July 1, 2026), shall be deposited to the 403(b) account of the administrator in the final school year of employment, no later than July 31st following the final school year of employment.

Plan B: Upon two (2) years' advanced written notice an administrator will be paid for one-half (1/2) of unused accumulated sick leave in accordance with this section. The Employer Non-elective Contribution will be distributed as follows: the value of 45% of such days, not to

exceed fifty four (54) days (forty [40] days for those hired on or after July 1, 2012 but prior to July 1, 2026), shall be deposited to the 403(b) account of the administrator no later than December 31st in each of the final two school years of employment, in accordance with the limits prescribed by Section 145 of the Internal Revenue Code; and the value of 10% of such days, not to exceed twelve (12) days (ten [10] days for those hired on or after July 1, 2012 but prior to July 1, 2026), shall be deposited to the 403(b) account of the administrator in the final school year of employment, no later than July 31st following the final school year of employment.

Plan C: Upon one (1) year advance written notice an administrator will be paid for one-half (1/2) of unused sick leave in accordance with this section. The Employer Non-elective Contribution will be distributed as follows: the value of 90% of such days, not to exceed one hundred eight (108) days (eighty one [81] days for those hired on or after July 1, 2012 but prior to July 1, 2026), shall be deposited to the 403(b) account of the administrator no later than December 31st in the final school year of employment, in accordance with the limits prescribed by Section 415 of the Internal Revenue Code; and the value of 10% of such days, not to exceed twelve (12) days (nine [9] days for those hired on or after July 1, 2012 but prior to July 1, 2026), shall be deposited to the 403(b) account of the administrator in the final school year of employment, no later than July 31st following the final school year of employment.

To the extent that the employer non-elective contribution exceeds the annual contribution limit, such excess shall be reallocated to the administrator the following year as an employer non-elective contribution (which contribution shall not exceed the maximum amount permitted under the Code) on or before July 31st of each subsequent year until such time as the employer non-elective contribution is fully deposited into the administrator's account.

C. Bereavement Leave - Unit members shall be allowed to use up to five (5) consecutive days for the death of a member of the immediate family. The immediate family shall include but not be limited to the spouse, children, parents, foster parents, brothers, sisters, grandparents, and in-laws. In case of extreme need, the Superintendent may grant additional time.

D. Vacation Leave - Unit members shall receive paid vacation according to the following schedule: Twelve (12) month administrators will receive twenty-two (22) days per year in their first three (3) years of employment, and twenty-five (25) days per year in their fourth (4) year of employment. Eleven (11) month administrators will receive twenty-two (22) days per year.

Administrators may buy back up to ten (10) unused vacation days annually at their per diem rate. These buy-back days can be taken from accrued days or current year vacation days. Payment for these days may be requested by administrators no earlier than June 1st of the school year.

Administrators employed after the beginning of the contract year will have their vacation days pro-rated.

Vacations will be scheduled on approval of the Superintendent of Schools. Selection of administrative vacations will be opened one month after the Board's approval of the calendar for the following year. Requests for vacations shall be submitted no later than May 31st of each year for the succeeding school year. Vacations may be taken in no more than two (2) week blocks unless longer periods are approved by the Superintendent. Administrators shall schedule vacation time when school is not in session except where approval to do otherwise is given by the Superintendent of Schools. Administrators who are prevented from taking their vacations because of requests from the District may carry over no more than fifteen (15) vacation days to the succeeding year. Administrators who make timely application for vacation and are denied because of District administrative needs will be compensated for these vacation days at their daily rates. No administrator will suffer a loss because of a carryover.

E. Jury Duty - An administrator who is on jury duty will receive his/her full pay during this time. Remuneration received by the administrator for jury duty will be reimbursed to the District. The administrator will serve until discharged by the court. Jury days will not be charged against leave accruals.

F. Personal Business Leave - each administrator shall be allowed three (3) personal business days per year without deduction in pay in accordance with the remainder of this article. Any unused personal leave shall become additional accumulated sick leave, effective at the end of each academic year.

Personal leave shall be defined as leave necessary for the conduct of personal or legal business which cannot be conducted at any other time during the day or week except when the administrator is working.

Notice of personal leave days shall be made on the appropriate form. No statement of reason shall be requested unless the day requested is before or after a holiday or during the first and last week of school.

Except in cases of emergency, notice of the need to take personal leave days shall be given to the District at least five (5) days in advance. Receipt of said notice will be acknowledged no later than one school day prior to the requested leave.

G. Emergency Closure Days - No Association member shall be required to work on days when students are not in attendance due to emergencies. If excess emergency closure days become recess days, administrators are not expected to work.

H. Child Care Leave

1. An administrator can apply for up to twelve (12) months of childcare leave without pay.
2. Ordinarily, certified personnel on child care leave may return to the District only at the beginning of the school year and must notify the Superintendent by March 15th of his/her intention to return to work in September.
3. After returning from childcare leave, certified personnel will resume his/her salary as follows:
    a) On the succeeding contract salary if the administrator completed less than one-half (1/2) of the last year of employment.
4. Granting of childcare leave shall not result in loss of tenure rights.

I. In the event the District has advance notice of an extended absence that will be greater than 30 consecutive working days in duration, the District will consider appointing an interim for some or all of the extended absence. However, if the District elects not to hire an interim, the District and the Union will meet in the event the District intends on reassigning the absent staff member's work and related compensation.

J. Holiday Recess – Unit members shall be entitled to school holidays which are designated in the Brewster School calendar without any charge to their leave accruals.

K. Compensatory Time – AAB members will be entitled to receive compensatory time for weekend work and any school holidays worked. All members must receive prior approval from the Superintendent Schools or designee before any weekend or holiday work is performed. A unit member must submit a request to use his or her compensatory time to the Superintendent of Schools

or his/her designee at least five (5) days advance. Compensatory time may not be carried over from one school year the next, and there shall be no payout for unused compensatory time. Compensatory time may be taken in half day and full day increments only.

ARTICLE IX - BENEFITS

A. Health Insurance – The District shall provide health insurance for each administrator.

Unit members hired in a teaching and/or administrative position on or before June 30, 2026 that are enrolled in the District's health insurance plan shall contribute 20% toward the cost of the premium for the duration of this agreement.

Unit members hired in a teaching and/or administrative position after June 30, 2026 that are enrolled in the District's health insurance plan shall contribute 25% toward the cost of the premium.

Dependents of a deceased administrator may retain coverage under the group plan by making appropriate payments to the District for full premium costs.

B. Health Insurance in Retirement - The health insurance contribution in retirement for unit members hired by the District in a teaching or administrative position prior to July 1, 2012 who have provided fifteen (15) years of consecutive service to the District in a teaching and/or administrative position shall be 0%, provided that at least ten (10) such years were provided in the capacity of an administrator, and that the administrator retires from the District in accordance with the requirements of TRS.

The health insurance contribution in retirement for unit members hired by the District in a teaching and/or administrative position on or after July 1, 2012 but prior to June 28, 2016 shall be 10%, provided that at least ten (10) years of consecutive service were provided as an administrator, and that the administrator retires from the District in accordance with the requirements of TRS.

The health insurance contribution in retirement for unit members hired by the District in a teaching and/or administrative position on or after June 28, 2016 shall be the same percentage contribution that he/she contributed in his or her last year of active employment, provided that the unit member has provided at least ten (10) years of consecutive service to the District in a teaching and/or administrative position, and retires from the District in accordance with the requirements of TRS.

C. Health Insurance Buyout – Unit members who do not enroll in the District's health insurance plan shall receive an annual cash payment in the amount of $2,000, provided they are covered by another plan. The payment will be made in two equal installments no later than December 31st and June 30th each year.

Unit members who elect this option must notify the District at the time of first eligibility or during the annual "open enrollment period" to be effective July 1st. A unit member who has withdrawn from the plan may re-enter the plan by notifying the Human Resources Department in writing. Health insurance coverage will become effective at the earliest date after receipt of written notice as permitted by the rules of the health insurance plan. In the case of re-entry, e-payments made for payments in lieu of health insurance for the time withdrawn from the plan shall be prorated.

D. Welfare Fund - The District shall continue to fund all active administrators in the Welfare Fund, the benefits of which are outlined in the Welfare Fund Plan Document. Matters involving the administration of the fund will not be subject to the grievance procedure herein.

E. Other Benefits –

In the event that any benefit identified below is not made available through the BTA Welfare Fund (Section D), irrespective of the amount or scope of coverage, the District shall be responsible for providing such benefit.

All active unit members shall be provided with Basic Life Insurance with a benefit amount up to $100,000 Administrators hired before July 1, 2021 who retire from the District shall have their life insurance premiums continued into retirement at District expense. Administrators hired on or after July 1, 2021 are not entitled to the other benefits delineated in Section E. in retirement. Eligibility for this benefit in retirement shall be based on date of hire as an administrator, even if the administrator previously worked for the District as a teacher.

All active members shall be provided with Accident Death and Dismemberment Insurance with a benefit amount up to $100,000.

All active members shall be provided with Long-Term Disability Insurance with a benefit amount equal to 60% of covered earnings with a maximum benefit of $3,500 per month.

F. Tuition – The District shall provide a one-time $10,000 reimbursement to all administrators

who obtain a doctorate in educational administration at an institution approved by the Superintendent of Schools. The payment will be made three years after earning the doctorate degree, provided the unit member is still employed by the Brewster Central School District.

G. Mileage - All administrators who may be required to use their own automobiles in the performance of their duties and shall be reimbursed by the District at the IRS rate in effect as of July 1st of each year.

H. Longevity – Longevity of $2,000 will be paid in the fifth (5th) year of service as an administrator in the district. Longevity of $2,750 will be paid in the tenth (10th) year of service as an administrator in the district and longevity of $2,250 will be paid in the 15th year of service as an administrator in the district. For those administrators starting after July 1st, a pro-rata amount will be paid in the 5th, 10th or 15th year. Longevity shall be cumulative. Longevity payments shall only be based on years of service as an administrator.

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Administrators remaining for night meetings shall be provided a meal allowance not to exceed $25.00. The Administrator shall be required to submit appropriate receipts in order to receive reimbursement.

J. (a) The District shall have the discretion to implement bi-monthly payroll provided that all other bargaining units have agreed to bi-monthly payroll. If such bi-monthly payroll is implemented, then all employees shall be paid on the 15th of the month and on the last business day of the month. Unless the last day falls on a weekend or Federal holiday, then employees will be paid on the preceding work day.

(b) Direct deposit of the paycheck of each unit member, to the financial institution of the unit member's choice, shall be required.

K. Tax Sheltered Annuity

In addition to the compensation provided herein, the District shall contribute as a non-elective Employer contribution the following amounts for each unit member after reaching career milestones:

- A contribution of $2,500 will be paid after completion of the first (1st) year of service as an administrator in the district, and each year thereafter.
- A contribution of $2,500 will be paid after completion of the fourth (4th) year of

service as an administrator in the district, and each year thereafter.

For those administrators starting after July 1st, a pro-rated amount will be paid after the 1st or 4th year. Tax-sheltered annuity contributions shall be cumulative and shall only be based on years of service as an administrator in the district.

Such payments shall be made no later than July 31st following each school year. In the event a unit member separates from service prior to June 30th, a prorated contribution shall be made no later than thirty (30) days after separation.

L.. All administrators may, at their discretion, participate in the District's IRS 125 (Flexible Benefits) Plan.

ARTICLE X - TENURE NOTIFICATION

All administrators will be notified by the Superintendent of Schools as to whether or not they will be recommended for tenure no later than four (4) months prior to their tenure date.

ARTICLE XI– LEGISLATIVE LANGUAGE

It is agreed by and between the parties that any provision of this agreement requiring legislative action to permit its implementation by amendment of law or by providing the additional funds, therefore, shall not become effective until the appropriate legislative body has given approval.

ARTICLE XII– EVALUATION PROCESS

The evaluation process for all AAB members will be contained in a separate APPR Plan document.

ARTICLE XIII - SALARY STRUCTURE:

Unit members will receive the negotiated salary increases of 2.5% to base salary, each year of the collective bargaining agreement, provided the unit member receives a summative rating of effective or highly effective on their annual evaluation. If the unit member receives a rating of developing or ineffective, the District has the right to withhold or reduce the proposed raise,

including a minimum salary adjustment if the unit member is otherwise entitled. The Superintendent will consult with the Union leadership before making a decision. When the decision is made to reduce or withhold the proposed raise, this will impact the raise for the following year, which will at that time be based on the proposed percentage increase for that year, and not the dollar amount.

Minimum base salary, excluding longevity, for Administrators shall be based on the annual salary required for disclosure under Education Law Sections 1608 & 1609. Should the contractual wage percentage increase for any given year cause the Administrator's minimum base salary to fall below the applicable threshold, a permanent adjustment shall be made to meet the minimum base salary, which shall become the new salary base used for future contractual wage percentage increases. The minimum base salaries shall be a percentage of the annual salary required for disclosure under Education Law Sections 1608 and 1609 and are set forth below for each title, each year of the agreement:

- Effective July 1, 2026, Principals and Directors: 96%; Secondary Assistant Principals and the Administrator for Wellness and Athletic Development: 78%; and all other administrators: 76%.

- Effective July 1, 2027, Principals and Directors: 97%; Secondary Assistant Principals and the Administrator for Wellness and Athletic Development: 79%; and all other administrators: 77%.

- Effective July 1, 2028, Principals and Directors: 98%; Secondary Assistant Principals and the Administrator for Wellness and Athletic Development: 80%; and all other administrators: 78%.

- Effective July 1, 2029, Principals and Directors: 99%; Secondary Assistant Principals and the Administrator for Wellness and Athletic Development: 81%; and all other administrators: 79%.

- Effective July 1, 2030, Principals and Directors: 100%; Secondary Assistant Principals and the Administrator for Wellness and Athletic Development: 82%; and all other

administrators: 80%.

This minimum base salary provision shall sunset on June 30, 2031.

ARTICLE XIV– PROFESSIONAL EXPECTATION

Administrators acknowledge that they are not subject to a defined daily start and end time. Accordingly, administrators are expected to work the hours necessary to fulfill their supervisory, operational, and leadership responsibilities.

ARTICLE XV– MENTORS

A. The District shall have the discretion to determine if a new administrator shall be assigned a mentor, and in such case, shall also have complete discretion to determine if the new administrator is to be assigned a bargaining unit member as a mentor or a mentor who is not in the bargaining unit. In the event a bargaining unit member is assigned by the District to serve as a mentor for a new administrator, he/she will receive a stipend of $2,000 (pro-rated for service of less than a full year).

B. The mentor will be expected to provide assistance and coaching to the mentee in areas, including, but not limited to:

1. Assisting in the operationalization of building or department-level objectives, which are in support of the District's current Vision Plan;
2. Managing instructional responsibilities, including pre- and post-observation conferences, and how to leverage the APPR process to strengthen student outcomes;
3. Managing support in the necessary components of leading a building (student discipline, parent communication, etc.);
4. Reviewing safety plans;
5. Learning the budget process;
6. Providing guidance to strengthen practices associated with Positive Behavioral Interventions

and Supports and the Multi-Tiered System of Supports (MTSS) framework;

7. Collecting and analyzing data to develop action plans to improve student learning;
8. Assisting in the development of professional learning opportunities for staff that are in line with the needs of the District;
9. Fostering effective communication with all constituents;
10. Developing and fostering leadership skills that promote flexibility and adaptability;
11. Professional responsibilities as an administrator; and
12. Assisting in promoting a culture of respect, collaboration, and focus on student learning.

ARTICLE XVI– TERM OF AGREEMENT

It is agreed by and between the Brewster Central School District and the Administrators' Association of Brewster that the terms of this agreement will commence July 1, 2026, and expire June 30, 2031. Adjustments thereto shall be made solely upon the agreement of both parties.

For the District:

Kerry F. Cunningham President,
Board of Education

For the Administrators' Association of Brewster:

President

_APPENDIX A

The administrative oversight of any summer student program, including but not limited to, Stepping Stones and Extended School Year (ESY), shall be compensated at a weekly rate of $1,250. Compensation is inclusive of all programs provided by the District during the week an administrator has agreed to serve in this role. Responsibilities include the following:

a. direct supervision of students enrolled in the program(s),
a. the facilitation of coverage for instructional and non-instructional staff, when needed,
b. the coordination of facilities,
c. the coordination of transportation needs of students, when necessary, including the responsibility for ensuring all students are safely transported home.
d. the oversight of students' daily attendance,
e. the discipline of students, when necessary, and finally,
f. the general supervision of all assigned staff to the program.
g. The pre-planning of activities, including but not limited to,
    1. Distribution of supplies and materials
    2. Communication with parents
    3. Scheduling and assignment of staff

The administrator shall be expected to perform all responsibilities associated with his/her regular position and the oversight of the summer student program.